

Willard R. Helander
Lake County Clerk
 18 N. County Street
 Waukegan, Illinois 60085
 847-377-2411

Office Hours are:
Mon.-Thurs. 8:30 a.m.-5:00 p.m.
Fri 8:30 a.m.-7:30 p.m.*
 *5 p.m. if Fri before holiday

Request for Birth Record

You must be 18 years or older and present proper identification.

(Please print all information except your signature)

Name on birth record:

First Middle Last

Date of Birth: _____ City/Village of Birth: _____

Name of Father: _____

Maiden Name of Mother: _____

The fee for a certified copy is \$8.00. Each additional copy of the same record issued at the same time is \$4.00. (Records 75 years old or older are available at the genealogical rate of \$4 per copy.)

You can pay **cash, check** or **money order** payable to: **Lake County Clerk.**

Number of standard size copies:	
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Number of wallet size copies:	
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Fraudulent use of any vital record is a Class 4 felony punishable by imprisonment of up to 3 years and a fine of \$10,000 or both. **I do hereby certify that, as the person whose record is sought, or as the parent, guardian, or legal representative or the person, I am legally entitled to a certified copy according to the Illinois Compiled Statutes (110ILCS 535/25).**

Purpose: [] Passport / Travel [] Other
Relationship: [] Myself (18 yrs. or older)
 [] Parent
 [] Legal Guardian
 [] Legal Representative
 [] Genealogist (record must be at least 75 years old)

 Your Name

 Address Phone

 City State Zip

 Your Signature Deputy Clerk Lake County, Illinois

To obtain a copy of a birth record by mail:

- Complete this request form
- Your request must be signed by you
- If you are a legal representative of the person whose name appears on the birth record, you must provide authorizing documents.
- Include a large, self-addressed, stamped envelope.
- Send a photocopy of your identification.
- Include your check or money order made payable to **Lake County Clerk.**
- Mail your request to **Lake County Clerk, attn: Vital Records, 18 North County Street, Waukegan, IL 60085.**

Acceptable Forms of Valid Identification

One of the following:

Illinois Driver's License
 Illinois State Identification Card
 Out-of-State Driver's License or ID Card
 U.S. Military Identification Card
 U.S. Naturalization Certificate
 U.S. Immigration Card
 U.S. Passport
 Mexican Consulate Matricula Card

OR

Two of the following:

Social Security Card
 Voter Registration Card
 Employee ID Card with photo and signature
 School ID Card with photo and signature
 Active Life Insurance Policy
 Township ID Card